

## **Equal Opportunity**

### **Intent of Policy**

It is the intent of the Board to take deliberate steps to recruit and retain a highly qualified diverse workforce. The District shall develop a program designed to seek, hire, and promote persons who are underrepresented in the District's work force, as compared to their numbers in the population, including, but not limited to, individuals with disabilities, women, men, nonbinary individuals, and persons of minority racial and ethnic backgrounds.

### **Affirmative Action Employment Program**

At the direction of the board, the District shall develop and implement an affirmative action employment program applicable to all areas of operation and at all levels of responsibility within the District. Pursuant to this program, the District shall take additional efforts to recruit, employ, and promote members of groups formerly excluded at the various levels of responsibility who are qualified or may become qualified through appropriate training or experience within a reasonable length of time.

### **Underrepresentation**

Underrepresentation occurs when a group, such as women or a racial minority, is inadequately represented in the District's work force. The District's program shall focus on identifying and addressing the underrepresentation, if any, of the following groups within the District's workforce:

1. Individuals with disabilities;
2. Men, women, and nonbinary individuals;
3. Individuals of minority racial background; and
4. Individuals of minority ethnic background.

### **Goals and Timetables**

The District's affirmative action employment program shall develop goals based on the projected new levels of employment of underrepresented groups to be attained on an annual schedule. These goals will be based on the expected turnover in the work force and the availability of persons who are qualified or may become qualified through appropriate training or experience within a reasonable length of time.

The District staff shall ensure that the goals are not treated as quotas or rigid proportions. The goals shall relate to both the qualitative and quantitative employment needs of the District.

**Periodic Update**

The District's affirmative action employment plan shall be updated at least every five years but may be updated more frequently to address any identified areas of concern. The District shall update its goals to match any identified changes in the diversity of the workforce.

**County Assistance**

When developing and implementing affirmative action employment programs, the District is entitled to assistance from the Santa Cruz County superintendent of schools. (Ed. Code, §§ 44100 *et seq.*; 5 CCR § 30, 31.)